

October 14, 2013

TO: State E&I Apprenticeship Advisory Committee Members and Consultants

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SUBJECT: State Electrical & Instrumentation Apprenticeship Advisory Committee Meeting

DATE: Thursday, October 24, 2013

TIME: 10:00 AM

PLACE: WTCS Foundation
One Foundation Circle
Waunakee, WI

TENTATIVE AGENDA

1. Call to order (open meeting)
2. Roll call (sign-in sheet)
3. Approve minutes of May 9, 2013, State E&I Apprenticeship Advisory Committee meeting
4. Old Business
 - a) Review of roster
 - b) **For action:** Maintenance Technician Job Book
 - c) **For action:** position descriptions for BAS website
 - d) SAGE Finale
 - e) 2014 Apprenticeship Conference
 - Update
 - Hall of Fame Award nomination form
 - Workshops
 - Trade point of contact for Apprenticeship Expo
 - f) Other
5. New Business
 - a) Letter of Recognition from U.S. Dept of Labor
 - b) Council Activities
 - Mentoring Program
 - K-12 Outreach
 - Online Orientation
 - Cultural Competency Course
 - c) Focus group to review Industrial Electrician Job Book
 - d) Other

6. WTCS Update
7. Electrical & Instrumentation Apprenticeship Program Participants
 - a. Current participants
 - b. Update on web reporting software
 - c. "Employment Projections: Industries of Interest to Apprenticeship" (updated version)
8. Next Meeting Date
9. Adjourn